



DEPARTMENT OF DEFENSE  
ATLANTIC COMMAND DEFENSE ANALYSIS CENTER  
NORFOLK, VIRGINIA 23511-5112

Canc: 31 JUL 87  
LANTDACNOTE 5215  
12 February 1987

LANTDAC NOTICE 5215


Subj: LIST OF EFFECTIVE LANTDAC DIRECTIVES

Encl: (1) List of effective notices and instructions  
(2) List of cancelled or superceded instructions

1. Purpose. To promulgate a numerical listing of effective LANTDAC notices and instructions.

2. Action. Enclosure (1) lists effective LANTDAC notices and instructions. Enclosure (2) lists cancelled or superceded LANTDAC instructions. Recipients are requested to review enclosures (1) and (2) for applicable instructions as appropriate. Originating offices are responsible for reviewing directives annually in the anniversary month.

3. Cancellation Contingency. Upon receipt of the next LANTDAC Notice 5215.

  
ALEXANDER J. KERSIS  
Acting

Distribution:

E	FAC
ED	OE
EO	RL
ESA	TE
ESSO	PAO
ERM	J2EB
AD	N22

LIST OF EFFECTIVE NOTICES

<u>Notice</u>	<u>Date</u>	<u>Subject</u>	<u>Orig</u>
1601	27 JAN 87	LANTDAC Watchbill for FEB 87	ESA
1601	06 FEB 87	Duty Escort Roster	ESA
1601	12 FEB 87	Collateral Duty Assignments	ESA
5215	12 FEB 87	List of Effective LANTDAC Directives	ESA
6015	06 FEB 87	Non-Smoking Areas	AD

LIST OF EFFECTIVE INSTRUCTIONS

<u>Instruction</u>	<u>Date</u>	<u>Subject</u>	<u>Orig</u>
1020.1B	08 APR 83	Wearing Working Uniforms and Smocks	ED
1050.1	30 JUN 83	Leave Procedures for Navy Members	ESA
1300.1B	02 OCT 84	Check-in/Check-out Procedures for Reporting and Departing Personnel at LEC	ESA
1320.1I	11 FEB 87	Procedures for Submission of Temporary Additional Duty (TDY) Requests and Travel Vouchers	ERM
1500.1C	03 JAN 84	LEC Master Training Plan	ESA
1500.2	19 AUG 82	ACDUTRA Training Program	OE
CH-1	25 JUL 83		
1550.1	19 JAN 84	Turnover Notebooks	ESA
CH-1	16 MAY 84		
1600.1	28 FEB 83	Additional Duties for LEC Personnel	ESA
1601.1T	25 SEP 85	LEC Duty Officer Responsibilities	ESA
1601.2	13 FEB 85	Description of Duties of PAO	RL
1601.3	19 DEC 85	Reserve Weekend Escort Duty	OE
1616.1	14 APR 83	Personnel Performance Eval Reports	ESA
1620.1	20 JUL 82	UCMJ Authority over Personnel Assigned to LEC	ED

<u>Instruction</u>	<u>Date</u>	<u>Subject</u>	<u>Orig</u>
1650.1G	09 MAY 86	Enlisted of the Quarter/Year and Civilian of the Year Programs	NCOIC
1650.2	31 AUG 82	Procedure for Submission of Awards	ESA
1650.3	05 JUL 83	LEC Personnel Recognition Program	ED
1710.1H	17 SEP 82	LEC Rec & Welfare (R & W) Committee; duties of	NCOIC
1720.1H	29 MAR 85	LEC Sponsor Program	ESA
2030.1	06 FEB 87	STU II Secure Telephone	CMS
2200.1B	22 AUG 83	Procedures for Internal Distribution and Control of CMS Material	CMS
3100.6A	30 MAY 85	Emergency Incident Reporting	ED
3120.1W	29 NOV 82	LEC Recall; procedures of	ED
3141.1F	27 JUL 83	Snow Emergency Plan	NCOIC
3190.1	31 MAY 83	Procedures to Meet Emergency Situations	ED
CH-1	01 Jul 83		
CH-2	08 Jul 83		
CH-3	23 Aug 84		
4640.1	03 MAR 86	Management and Use of Command Vehicle	ESA
5000.1C	19 OCT 83	Command Management Guidance	ESA
CH-1	08 FEB 84		
5040.1	28 JUN 84	LEC In-House Inspection Program	OE
5200.1	05 JUN 85	Internal Control Program	RL
5213.1A	30 APR 85	Forms Management Program	ESA
5230.1G	09 MAY 86	Data Processing Services; procedures for requesting	AD
5230.2	31 AUG 82	Backup Capability For Restoration of ADP Services	AD
5231.1	24 APR 82	A Proposed Standard Approach to LEC Systems Development	ESA
5353.1	30 MAY 85	Drug/Alcohol Control & Education Program	ESA
5354.1	24 JUL 85	Command Managed Equal Opportunity Program	ESA
5450.1B	27 DEC 84	Command Organization of LEC; promulgation of	ESA

<u>Instruction</u>	<u>Date</u>	<u>Subject</u>	<u>Orig</u>
5510.3N	06 APR 83	Building NH-19 Security Alarm System	ESSO
C5510.1	06 JUN 86	Information and Personnel Security Program	ESSO
5510.3	06 APR 83	Building NH-19 Security Alarm System	ESSO
5510.5	25 JAN 80	LEC Remote Terminal Security Officer (RTSO) Duties and Responsibilities	AD
5511.1A	13 JUN 83	SOP for handling of SNCP Material	TE
5511.2B	24 SEP 85	Routine Destruction of Classified Material	ESSO
5511.5	04 OCT 83	Procedures for Incoming ARFCOS and Registered Mail	ESA
5700.1	02 FEB 83	Command Bulletin Board	ESA
5757.1	27 JAN 86	Command History	ESA
6101.1A	18 OCT 84	LEC Physical Training Program	PRT
7330.1A	10 FEB 87	Responsibility for Plant Property, Class III and Minor Plant Property	ERM
7510.1	08 AUG 83	Internal Control Review Structure	RL
11000.1	10 NOV 82	LEC Habitability Instruction	ESA
11310.1	09 APR 84	Electrical Demand Reduction Contingency Plan	OE
11320.1B	21 JAN 87	Promulgation of Fire Bill	FIRE- MARSHALL

Enclosure (1)

LIST OF CANCELLED INSTRUCTIONS

<u>Instruction</u>	<u>Subject</u>	<u>Authority/Date</u>
2690.1	SOP for LEC Secure Communication Systems	SOP/10 DEC 86
3890.1	Procedures & Maintenance of the Electronic Order of Battle	LECNONE 3890 18 Feb 83
5500.1	Procedures to Meet Emergency Situations	LECINST 3190.1 31 May 83
5500.2	Security, Orientation, Education and Training	LECINST C5510.1 6 JUN 85
5510.1	Downgrading and Declassification	LECINST C5510.1 6 JUN 85
5510.6	LEC Security Badge System	LECINST C5510.1 6 JUN 85
5511.3	Classification and Storage of IBM PC Hard Disks and Floppy Disks	LECINST C5510.1 6 JUN 85
5511.4	Procedures for Securing LEC	LECINST C5510.1 6 JUN 85
5512.1	Visitor Control at LEC	LECINST C5510.1 6 JUN 85
7300	Plant Property, Class III and Minor Property; responsibility for	LECINST 7330.1 30 Apr 85
12454	LEC Civilian of the Year Program	LECINST 1650.1G 9 May 86

**UNIFIED AND SPECIFIED COMMANDS:  
FLEET INTELLIGENCE CENTER EUROPE  
AND ATLANTIC**